

DRAFT - BELLS CORNERS UNITED CHURCH BOARD MEETING MINUTES

MEETING: No. 9 – 2023-2024

DATE & LOCATION: Jan 17th, 2023 7:00 pm held virtually on Zoom

PURPOSE: To carry out the business of BCUC

Church Board CHAIR: Ellen Boynton (for this meeting)

PRESENT:

| | |
|-------------------|----------------|
| Nicole Beaudry | Norm Pound |
| Ellen Boynton | David Stafford |
| Rev. Lorrie Lowes | Bob Ferguson |
| Susan Young | Jordan Berard |
| Rev. Kim Vidal | Will Wightman |

REGRETS: Desna Sulway, Ross Mutton

GUESTS: Bob Ferguson

1. **Opening Remarks** Chair
2. **Devotions** Will

Love Poem by Will
3. **Accepting of Corresponding Members** Chair
Accepted if Bob Shows.
4. **Approval of Agenda** Chair
5. **Approval of Minutes** Chair
5.1. Dec 20th, 2023
Jordan made a motion to accept the minutes as amended. Lorrie seconded. Approved.
6. **Business Arising**
 - 6.1. **Remit Vote** Nicole
A vote was taken and the remit was approved with one abstention.
 - 6.2. **Main Hall Cameras Installation** David
The cameras were installed within the estimate given. There were concerns raised and one of the cameras covered. David moves that the board direct that the camera which is shielded is unshielded and a sign posted. Will Seconds, Approved.
 - 6.3. **Congregational Profile Work** Chair
We do have a password for Church Hub, Ellen will share with David.
 - 6.4. **Report of land use Committee** Bob
Proposed motions:
- That the Report of the Study Committee be received on January 17, 2024.

- That the Study Committee continue its work and that the terms of reference for the Study Committee be amended to include the investigation of uses of church lands for other than affordable housing.
- That the Study Committee continue its work and that the terms of reference for the Study Committee be amended to include communicating with other groups outside of BCUC who might be interested in the development of affordable housing either on BCUC lands or elsewhere in our city. (These groups could include Multi-Faith Housing, Harmer House, the City of Ottawa and/or other churches.)

David made a motion to accept all proposed motions from the Report of land use Committee. Lorrie seconded. Approved. Thanks was given to Bob and the committee for the work done.

6.5. Affirming Circle Report

Susan

Susan kept us up-to-date with the latest from the Affirming Circle.

- There have been concerns that the working group is moving too quickly. This was addressed by explaining the process and what has been done so far and what steps it would take to approve changes to a policy.

6.6. Policy Amendment

David

Policy on remuneration to the congregation, suggestion is to amend policy 3.2 to allow exceptions to this policy as approved by the board. Deferred to the next meeting.

Policy on Trustees, they need approval to be appointed to the Trustees and approved to be removed.

Planning Document 1.1, there is text but no plans. Suggestion is that either plans be added or the document be removed. This is covered by Activity plans and is redundant. Norm made a motion that we remove the Planning Calendar from the manual.(1.1). David Seconded, Approved.

7. Standing Reports

7.1. Ministers' Report (Pages 3-7)

Rev. Kim

7.2. Finance Report (Page 8)

Ross

David moved that we received the documents that were presented. Norm Seconded, Approved.

7.3. M&P

David

David gave us an update from M&P.

8. New Business

8.1. Activity Plans/Annual Reports

Jordan

Jordan received the following reports and will be compiled for the AGM.

8.1.1. Worship/CE

8.1.2. Affirming Circle

8.1.3. Pastoral Care

8.1.4. Finance

8.1.5. Stewardship

8.1.6.SOSA

8.1.7.Membership

8.2. Committee Fair

Chair

Sun Feb 5th is the committee fair. David is doing a display for the board.

8.3. EOORC update

Nicole

NEWS FROM THE EAST ONTARIO-OUTAOUAIS REGIONAL COUNCIL Jan. 17, 2024

The physical office of the EOORC has moved from Carleton Place to Ottawa. It will be housed at First United Church - 347 Richmond Rd in Wesboro.

The Annual General Meeting of the region will be held at Trinity United Church on Maitland Ave. on May 31 and June 1.

BCUC, through SOSA contributes to the Multifaith Housing Initiative. As an expression of appreciation and recognition, the community kitchen at MHI's Veteran's House, the Andy Caswell Building, has been named in honour of our regional council EOORC.

8.4. Pancake Supper

David

Proposal is a pancake lunch by the UP group. The 28th of Jan and 18th of Feb are available. David is also putting a meal together on the 22nd of March for the Camp Chipembi Speaker night. David made a motion to get an alcohol permit to serve wine for this meal on the 22nd of March. Nicole Seconded. Approved.

9. Other Business

9.1. Devotions: for Wednesday, Feb 21st, 2024

Chair

David offered to do devotions

9.2. Chair: for Wednesday, Feb 21st, 2024

Chair

Nicole offered to be the Chair.

10. Next Meetings:

Chair

10.1. Regular Board Meeting – Wednesday, Feb 21st, 2024.

11. Closing Prayer

Rev. Lorrie

Lorrie led us in a closing prayer.

MINISTER'S REPORT
BCUC Board Meeting – January 17, 2024

Here are the highlights of my ministry from December 17, 2023 to January 17, 2024:

Worship:

We continue to offer an onsite worship service with live-streaming every Sunday. I prepare the order of service and the slides. Music is provided by the BCUC Choir, the CGS/Bell Canto and the BCUC Band with the leadership of Abe & Erin. Starting in the month of January, Rev. Lorrie will lead one worship service every month. I will do the storytime when Rev. Lorrie is leading the service, It is a delight to note that the attendance continues to grow and the children and young people are actively engaged in the life of the church.

- **December 24**– 4th Sunday of Advent, 10 am –Sunday of Love & Christmas Pageant with about 150 in attendance. The Peck-Jones Family lit the advent candles and the children hang the symbol of love (hearts).
- **December 24** – 7 pm – Christmas Eve Communion Service by Intinction with 80 in attendance. The Fowler family lit the advent and Christ candles.
- **December 31** – 1st Sunday after Christmas / Joint Service with Glen Cairn, Kanata and St. Paul's Carp congregations. Celebration of Baptism was held for Miranda Martin & Abigail Kemp.
- **January 7** – Baptism of Jesus Sunday was led by Rev. Don MacLean with Rev. Lorrie assisting. I was on holiday until January 8.
- **January 14** – 2nd Sunday after Epiphany. I preached on the call of the prophet Samuel.

Christian Education:

- Facilitated the weekly Lectionary Group in the Shalom Room on Tuesday at 10:30 am on January 9.
- Attended the in-person Worship/CE meeting on Wednesday, January 10 at 7 pm. I presented a final draft of the 2024 Worship/CE Activity Plan and discussed worship plans until end of February.

Pastoral & Spiritual Care:

- I continue to offer pastoral and spiritual care to members and adherents through personal and hospital visits, phone calls, and emails. There were some people who dropped by the office occasionally for pastoral care. The coffee fellowship after the church service is also a good time to reach out and connect with people.
- I continue to participate in a weekly simultaneous virtual Prayer Circle every Wednesday at 8 pm from home.
- I led a worship service in Stillwater Creek on January 11 at 10:30 am.
- I inform Ronalie Abbey of people who need greeting cards (thinking of you, sympathy, get well soon, birthday, etc.) on behalf of BCUC.
- Attended the Pastoral & Spiritual Care quarterly meeting on January 9.

Other:

- I attended the Potluck Board Meeting at the Boynton's on Dec 20.
- Joined the staff and M&P Lunch at Johanna Burrow's on Dec. 21.
- Attended the Affirming Circle Meeting on January 9.

- Met with the organizers of the Annual Theology Conference on Jan.11. The conference is planned to be held at BCUC on October 20 and 21, 2024.

Vacation Plans – I intend to have a week off on February 19-26. Regrets for the next Board Meeting in February.

Epiphany Blessings to all.

Rev. Kim

Diaconal Minister's Report to the Board – January 17, 2024

First and foremost, I want to thank you all for the wonderful support given to me during my medical leave. The stress and anxiety I felt was heightened by the prospect of taking time off, as I'm sure you can understand, but the way everyone stepped up to both reassure me that it was a necessary step, to ensure that I was not financially affected by the leave, and to take on many tasks to allow our congregational life (particularly Sunday School!) to continue beautifully in my absence, made my recovery easier for certain. I am blessed to serve in such a caring community of faith.

I officially returned to work on December 18, but “eased” back in the week prior by assisting Kim and the Pastoral & Spiritual Care Committee with the Healing Tea, contemplative service, and labyrinth walk on December 13. I also assisted with the Vendor Market in support of our Zambia Partnership on December 16, and took part in the worship service on December 17. I hosted Naomi Bula over that weekend and introduced her to the congregation during the service. It was a wonderful opportunity for us all to meet with one of the leaders in the community of Chipembi.

With the approval of M&P, I am beginning the new year with a revised work schedule to help put firmer parameters around my $\frac{3}{4}$ time position. I will work full time hours for 3 weeks followed by one week off. We are trying this schedule from January to June and will reassess at that time.

Since my return to work:

I will lead worship on January 28, and once a month going forward.

Pastoral Care

I have been keeping in touch with people from the congregation by phone, email, and a few in-person visits, and I have taken part in our Wednesday night Prayer Circle.

I attended the Pastoral and Spiritual Care meeting on January 9.

Christian Education

I met with Sue Morrison on January 3 to be brought up to date with the Sunday school and Youth programming. The teaching team met together on January 14 after the worship

service to debrief and to make plans for the future. We also talked about the documentation and training required under our Plan to Protect (Duty of Care) policies. Plans are in the works to streamline the reporting (registration, attendance, permission forms, Police record checks, training, etc.) and for innovative ideas as we move forward with our young folks this year.

Kael Fowler has been hired to lead our UP Group! Because he is under 18 (at least for a few more months), he is being mentored by Dana Ducette. What great assets we have in both Kael and Dana at BCUC! I have returned to meeting – mostly virtually – with Youth group Leaders in our area. There are lots of exciting events planned with youth from five local United Churches!

I attended the Worship/CE committee meeting on January 10.

I continue to write the curriculum for three classes and prepare the materials for Sunday morning. The two Sunday School classes and the UP Group are well attended and I appreciate the work of our wonderful volunteer teachers. There is interest as well in forming a Young Adult group, but at present have had no one come forward to lead it.

I co-facilitate the Lectionary study Group on Tuesday mornings with Rev. Kim, taking the responsibility for planning and leading on the weeks when I will be leading worship.

Other Committee and Community Work

I continue to be involved with the Interfaith Bridge Building committee, the SOSA Committee, the Property Use Study Committee, and the Affirming Circle. All of these groups are beginning to meet regularly as the new year unfolds.

Outreach

The Zambia Partnership group had an exciting offer in December when a member of the congregation at Emmanuel UC made a large donation to be used in a needed project in Chipembi. With the help of Mwai Bula and the local committee, it was determined that the priority at this time should be given to repairing and upgrading the Medical Centre in Chipembi. \$15,000 has been donated by this donor towards this. The proposed budget for the project exceeds this by about \$1000 at present. It is felt that the committees from EUC and BCUC can cover this amount in funds already raised.

Our other fundraising requirements this year toward the partnership will be to fund camp Chipembi (a cost shared with EUC) and travel expenses for participants from BCUC who will be going there to plan and lead the camp with Young Adults in the local Chipembi area. This aspect of young people working and living together is one of the most exciting parts of our partnership! The understanding and relationship building that takes place during this time is invaluable. It definitely moves us from the traditional “missionary” model to a true partnership across cultures. This summer, Kael Fowler and myself are planning to return and there is interest from a few other young adults in the congregation to take part.

As of January, I am returning to my role on the Board of Directors for OWECC both as a volunteer and with five hours a week as a paid chaplain. The Christmas Concert fundraiser planned in December was, unfortunately, cancelled due to inclement weather.

Other

I officiated the wedding of Alicia Hudon and Stephan Thomson in Carleton Place on December 31.

I attended the monthly Clergy Lunch on December 13.

The Midrash Study with a group of Diaconal Ministers from the Ottawa area has resumed after a Christmas break. A retreat is planned for the week of February 26, which I have requested as Study Leave.

DOTAC (Diakonia of the Americas and the Caribbean) hold a prayer gathering (zoom) on the first of each month, which I attend when possible.

As always, thank you for your love, support, and encouragement. It's great to be back!

**Respectfully submitted,
Rev. Lorrie Lowes**

| Quarterly Report Dec 31 2023 | Budget | YTD | % Spent |
|--|-------------------|-------------------|------------|
| Expenses | | | |
| Committees - Service | | | |
| Worship - Resources | \$ 450 | \$ 473 | 105% |
| - Music | \$ 2,750 | \$ 2,262 | 82% |
| Christian Education - Resources | \$ 1,325 | \$ 364 | 27% |
| Youth Leader | \$ 5,000 | \$ 1,413 | 28% |
| - Banners | | | |
| Service & Outreach - Mission & Service | \$ 40,000 | \$ 40,000 | 100% |
| - OWECC and Local | \$ 9,000 | \$ 9,000 | 100% |
| - Refuge NOW | \$ 5,200 | \$ 8,250 | 159% |
| - FAMSAC | \$ 5,100 | \$ 5,100 | 100% |
| - Multi Faith Housing | \$ 3,150 | \$ 100 | 3% |
| - Educational outreach events | \$ 300 | | |
| Membership (CR) | \$ 200 | \$ 373 | 187% |
| Pastoral & Spiritual Care | \$ 400 | \$ 170 | 43% |
| Benevolent Fund (minister discretion) | \$ 500 | \$ 250 | 50% |
| Stewardship (expen in Communications) | \$ 300 | | |
| Subtotal - Service | \$ 73,675 | \$ 67,755 | 92% |
| Committees - Support | | | |
| Ministry & Personnel | \$ 296,000 | \$ 280,937 | 95% |
| Property Management - Operations | \$ 54,100 | \$ 57,305 | 106% |
| - Office photocopier - Rental contract | \$ 1,800 | \$ 2,079 | 116% |
| - Office photocopier - use | \$ 800 | \$ 779 | 97% |
| Telephone, Computer, Internet | \$ 3,050 | \$ 2,816 | 92% |
| - Mtc&Repair (excludes DF funds) | \$ 17,000 | \$ 5,333 | 31% |
| Communications - office supplies | \$ 3,200 | \$ 906 | 28% |
| - displays, bulletin bd, signage | \$ 1,400 | | |
| Denominational Assessment | \$ 17,884 | \$ 17,884 | 100% |
| Trustees (Insurance coverage = \$5M) | \$ 18,000 | \$ 19,438 | 108% |
| Financial Management (including Audit) | \$ 8,000 | \$ 7,975 | 100% |
| + Bookkeeping service | \$ 7,500 | \$ 7,839 | 105% |
| + Moodie Scholarship (\$200 dividends) | \$ 200 | \$ 200 | 100% |
| <u>GST/HST (PST portion 8%)</u> | | \$ 3,051 | |
| <u>GST/HST (GST portion 5%)</u> | | \$ 2,980 | |
| Board (Operations; Plan to Protect) | \$ 400 | \$ 584 | 146% |
| Volunteer Resources | | | |
| Transfers to/from Other Funds | | | |
| Miscellaneous & Other Expenses | | \$ 5 | |
| Subtotal - Support | \$ 429,334 | \$ 410,111 | 96% |
| Total = Service+Support | \$ 503,009 | \$ 477,866 | 95% |
| Revenue | | | |
| Envelope and PAR Givings | | | |
| - Envelope (+ 5%) | \$ 165,000 | \$ 133,669 | 81% |
| - PAR (+5%) | \$ 170,000 | \$ 168,883 | 99% |